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Memorandum

DATE: March 22, 2017

TO: WTCS Coordinators/Supervisors of Motorcycle Rider Training

FROM: Brandon Trujillo, Education Director
Wisconsin Technical College System 

RE: FY 2017-18 Motorcycle Rider Training Fees

Important Exception from Standard Fee Setting Practices:

The current Motorcycle Rider Training fees are in effect until June 30, 2017. WTCS will not be setting tuition rates for FY 2017-18 during the March Board meeting. As a result, the fees for Motorcycle Rider Training are ***NOT*** being updated at this time. The fee schedule listed below will remain in effect until June 30, 2018.

The System Office, Wisconsin Department of Transportation (WisDOT) and the Motorcycle Safety Advisory Council (MoSAC) jointly establish the course fees for motorcycle rider courses offered at WTCS Colleges. These outside authority fees (course fees) are in lieu of program fees but do not include material fees or enterprise fees which must also be included in the total course cost charged to students.

Total course cost calculation:

- Course fee + Materials fee + Enterprise fee = Total course cost
 - See examples on page 3

Course Fees

- The tables on page 2 list fees established for each course based on the number of credits.
 - Note that there are two Course Fee tables for courses with:
 - College provided motorcycles
 - Student provided motorcycles
 - See table on page 3 for details of which type of fee applies to each course
- Fees for courses offered at credit values other than those listed in the tables can be calculated as a percentage of the 1.0 credit course fees

Materials Fee

- The material fee for all courses assigned as “Category 5” has been set at \$17.50 per credit with a \$4.50 minimum charge (see table on page 2)

Enterprise Fees

- WisDOT sets the Enterprise Charges associated with these courses (see table on page 2)

Course Fees - College Provided Motorcycles

Number of Credits	Operational Direct	Operational Indirect	Range Capital	Range Maintenance	Motorcycle Fee	Course Fee
1.00 Credit	\$323.91	\$107.97	\$33.58	\$29.77	\$99.27	\$594.50
0.40 Credit	\$129.56	\$43.19	\$13.43	\$11.91	\$39.71	\$237.80
0.20 Credit	\$64.78	\$21.60	\$6.72	\$5.95	\$19.86	\$118.91
0.15 Credit	\$48.59	\$16.20	\$5.04	\$4.47	\$14.88	\$89.18
0.05 Credit	\$16.20	\$5.40	\$1.68	\$1.49	\$4.96	\$29.73

Course Fees - Student Provided Motorcycles

Number of Credits	Operational Direct	Operational Indirect	Range Capital	Range Maintenance	Course Fee
1.00 Credit	\$323.91	\$107.97	\$33.58	\$29.77	\$495.23
0.40 Credit	\$129.56	\$43.19	\$13.43	\$11.91	\$198.09
0.20 Credit	\$64.78	\$21.60	\$6.72	\$5.95	\$99.05
0.15 Credit	\$48.59	\$16.20	\$5.04	\$4.47	\$74.30
0.05 Credit	\$16.20	\$5.40	\$1.68	\$1.49	\$24.77

Materials Fee

Number of Credits	Materials Fee
1.0 Credit	\$17.50
0.40 Credit	\$7.00
0.20 Credit	\$4.50
0.15 Credit	\$4.50
0.05 Credit	\$4.50

Enterprise Fees

Introductory Motorcycle Experience (IME)	\$11.00
Basic Rider Course (BRC)	\$16.00
Scooter Basic Rider Course (SBRC)	\$21.00
3-Wheel Basic Rider Course (3WBRC)	\$23.00
All Other (BRC2, ARC, UBBRC-PLUS)	\$13.00

Total Course Cost Calculation Examples

Course	Credits	Course Fee	Material Fee	Enterprise Fee	Total Cost
Introductory Motorcycle Experience (IME)	0.05	\$29.73	\$4.50	\$11.00	\$45.23
3 Wheel Basic Rider Course (3WBRC) – College Motorcycle	0.40	\$237.80	\$7.00	\$23.00	\$267.80
3 Wheel Basic Rider Course (3WBRC) – Student Motorcycle	0.40	\$198.09	\$7.00	\$23.00	\$228.09

College vs Student Provided Motorcycle Course List

Course	College Provided Motorcycles?
Introductory Motorcycle Experience (IME)	Yes
Basic Rider Course (BRC)	Yes
Scooter Basic Rider Course (SBRC)	Yes
3-Wheel Basic Rider Course (3WBRC)	College Choice
BRC2	No
ARC	No
UBBRC-PLUS	No

Course Fee Accounting

While districts are not required to separately account for the capital portion of the course fees, it is expected that reasonable funds will be made available to the motorcycle rider training program to fund the capital expenditures needed to conduct the program.

The amount in the Course Fee column of the tables is composed of operational and capital components (see table on page 2). For accounting purposes, districts have two options:

- 1) Record the entire amount from the Course Fee column in the General Fund or Special Revenue Fund under revenue classification 4540 (refunds under classification 4541), or
- 2) Record the operational component (direct and indirect) in the General Fund or Special Revenue Fund and the capital component (range capital, range maintenance, and motorcycles) in the Capital Projects Fund. If this option is used, only the Operational portion of the Course Fee amount from the table on page 2 is to be recorded in revenue classification 4540 in the General Fund or Special Revenue Fund. The capital portion is to be recorded in classification 4799 in the Capital Projects Fund.

Material Fee Accounting

The amount in the Material Fees column in the basic and experienced rider courses tables and related Material Fee refunds are to be recorded in the General Fund or Special Revenue Fund in revenue classification range 4440 – 4449.

Enterprise Charge

The Enterprise Charge covers costs incurred by WisDOT for insurance and materials provided to motorcycle rider course enrollees. Districts collect this amount for WisDOT. Therefore, it is not considered revenue to the WTCS district and is not subject to refund if the student drops the class after the first class session. This amount is to be recorded as an accounts payable (classification 2100 – 2199) in the General Fund or Special Revenue Fund to recognize that it must be paid to WisDOT.

For questions regarding the DOT grant, please contact Sarah Buzzell at 608-709-0080 or sarah.buzzell@dot.wi.gov

For all other questions you may contact me at 608-266-1599 or brandon.trujillo@wtcsystem.edu